



MEMORANDUM

TO: Village of Long Grove Planning Commission & Zoning Board of Appeals
FROM: JAMES M. HOGUE, Village Planner
DATE: August 25, 2015
RE: Public Hearings – Village Plan Update; Consultant Services

At the August 11, 2015 Village Board Meeting the Board directed staff to extend the deadline for solicitation of consultant services to August 31st.

The reason for the extension, based upon the low number (3) of initial responses received, was two-fold; 1) the Board was interested in the qualifications for a "broader range of talent" and, 2) being responsible in the bidding/selection process to ensure the best product for the best price.

Staff targeted nine (9) firms specifically and send RFQ's to them specifically (see the attached list. Of these, one firm, The Lakota Group declined the invitation. With the three (3) responses previously received a minimum of eleven (11) potential candidates exist for the plan update.

Staff should have updated information for the PCZBA at meeting time as the deadline for submittals is 5:00 PM Monday, August 31st 2015.

If individuals wish to give testimony at this point in time they may do so. This is likely to be an on-going agenda item however for at least the next several months. This item should be continued to a date and time specific at the conclusion of this meeting.

Should you have any questions or concerns feel free to contact me at (847) 634-9440.

**2015 COMPREHENSIVE PLAN RFQ
LIST OF CONSULTANTS**

BUSINESS	ADDRESS	CSZ
Allen L. Kracower & Associates, Inc.	900 North Shore Drive, #205	Lake Bluff, IL 60044
SB Friedman Development Advisors	221 N La Salle Dr, #820	Chicago, IL 60601
Hitchcock Design Group	180 N Wacker Dr, #003	Chicago, IL 60606
Camiros, Ltd	411 S Wells, #400	Chicago, IL 60607
The Lakota Group	116 W Illinois St, Flr 7	Chicago, IL 60654
Vandewalle & Associates Inc.	247 W Freshwater Way	Milwaukee, WI 53204
Vierbicher	999 Fourier Dr, #201	Madison, WI 53717
Rolf C. Campbell & Associates	910 Woodlands Parkway	Vernon Hills, IL 60061